

Performing Arts Center Board Minutes 03/25/2009

SIMSBURY PERFORMING ARTS CENTER BOARD
SPECIAL MEETING
MARCH 25, 2009

I. CALL TO ORDER

Dave Ryan called the meeting to order at 7:32 a.m. In addition to Mr. Ryan, Board members Janet Goman, Ken Mason, John Paddock and Greg Piecuch were present. Also in attendance was Keith Distel, Venue Manager.

II. APPROVAL OF MINUTES OF FEBRUARY 20 AND FEBRUARY 27

Mr. Piecuch moved to approve the minutes of February 20, 2009, with typographical corrections. Mr. Paddock seconded the motion. The motion passed unanimously. Mrs. Goman abstained.

Mr. Piecuch moved to approve the minutes of February 27, 2009, with typographical corrections. Mr. Paddock seconded the motion. The motion passed unanimously. Mrs. Goman abstained.

III. TMMF AGREEMENT REVIEW

Mr. Ryan informed the Board that the First Selectman had signed the agreement on behalf of the Town of Simsbury, and that it had been forwarded to the Symphony

IV. FY 2009 OPERATING BUDGET REVIEW

Mr. Ryan reported that the Calhoun Ride has requested that the license fee for using the venue be reduced. The Board discussed the hard costs to the Town associated with operating the event. The Board also reviewed its policy of operating the venue on a positive cash flow basis. Based upon this, there was consensus that the event could not be operated at a loss.

Mr. Paddock moved to inform the Calhoun Ride that: the \$3,500 figure was a cap, not a flat fee; that the Town would only seek reimbursement for actual expenses; that the estimated costs are less than \$3,500; that Mr. Distel is directed to provide an estimate of these costs prior to the event; and that the Town will strive to lower the actual costs of the event, and that any cost savings would be passed on to the user. Mr. Ryan seconded the motion. The motion passed unanimously.

Mr. Piecuch inquired concerning the status of the Board's \$30,000 request for capital funding from the CNR account. Mr. Ryan stated that the Board of Selectmen had voted to allow the Board to take the funding from the Special Revenue Fund rather than from the CNR account.

V. 2009 SEASON MARKETING STATUS REPORT

The event with Higher Ground music is unlikely. Mr. Distel is in discussion with Premier about a major event. There is also discussion with Capitol Steps for a possible show.

VI. STATUS REPORT ON GOVERNANCE RECOMMENDATION

This matter was deferred.

VII. ADOPTION OF A PLAN FOR COMPLETION OF JOHN PADDOCK'S POLICY DRAFT

An evening workshop was suggested. Mr. Piecuch stated that he believed that the Board should meet regularly in the evenings. Whereas the morning meetings tend to focus on the operations of the venue, the time allotted has left insufficient time to address long-term strategy and policy matters. It was agreed to set a 7:00 p.m. special meeting on a date to be determined to complete Mr. Paddock's draft policies.

VIII. RECOMMENDATIONS TO BOARD OF SELECTMENT ON PAC REQUESTS

a. Simsbury Women's Club Request for Arts & Crafts Show – September 19-20, 2009

Mr. Ryan moved to inform the Board of Selectmen that this request was outside the entertainment season, and as such, the Board had no objection. Mrs. Goman seconded the motion. The motion carried unanimously.

b. Hopmeadow Nursery School Picnic – May 27, 2009

Mrs. Goman moved to inform the Board of Selectmen that this request would result in no cost to the Town of Simsbury and was not in conflict with any other event; and further, that the Board recommend that the request be approved. Mr. Paddock seconded the motion. The motion carried unanimously.

c. Library Request

Mr. Ryan moved to instruct Mr. Toner to find an acceptable time, and to also coordinate a mechanism whereby the cost of the event would be covered by the appropriate line items. Mr. Mason

seconded the motion. The motion carried unanimously.

IX. ADJOURNMENT

Mr. Paddock moved to adjourn at 8:34 a.m. Mr. Mason seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Gregory W. Piecuch